



**City Council  
Pre-Agenda Meeting  
July 11, 2006  
4:00 p.m.**

**TRINITY MEMORIAL UNITED METHODIST CHURCH FELLOWSHIP HALL**

**The regularly scheduled Pre-Agenda Meeting of the Trinity City Council was held on Tuesday, July 11, 2006 at Trinity Memorial United Methodist Church Fellowship Hall, Trinity, NC 27370.**

**MEMBERS PRESENT:** Mayor, Fran Andrews; Council members Karen Bridges, Phil Brown, Barbara Ewings, Barry Lambeth, Bob Labonte (arrived at 4:08), Dwight Meredith, Edith Reddick, and Miles Talbert.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** City Manager Ann Bailie; City Attorney, Bob Wilhoit; City Planning/Zoning Code Enforcement Administrator, Adam Stumb; City Engineer, Randy McNeill; City Clerk/Finance Officer, Debbie Hinson; and other interested parties.

**ITEM 1. Welcome**

Mayor Andrews called the July 11, 2006 Regular Pre-Agenda Meeting of the Trinity City Council to order at 4:02 pm and welcomed everyone present.

**ITEM II. Invocation**

The invocation was given by Council member Lambeth.

**III. Proposed items for the July 18, 2006 Regular Meeting of the Trinity City Council**

**Reports**

1. Report and demonstration of new CD marketing the Archdale-Trinity area (Beverly Nelson, President, Archdale-Trinity Chamber of Commerce)

*Motion by Council member Ewings to add this item to the July 18, 2006 Regular Meeting Agenda, seconded by Council member Meredith, and approved unanimously by all Council members present.*

**Consent Agenda**

2. Consideration of minutes: June 13, 2006 Pre-agenda Meeting
3. Consideration of minutes: June 20, 2006 Regular City Council Meeting

*Motion by Council member Reddick to add the Consent Agenda items to the July 18, 2006 Regular Meeting Agenda, seconded by Council member Ewings, and approved unanimously by all Council members present.*

**Unfinished Business**

*None*

**New Business**

4. Proposed contract with Randolph County Sheriff's Office.

Mayor Andrews opened this item to Council for discussion.

Council members and Manager Bailie discussed the amount of days as well as dollars that had been budgeted for this item. Manager Bailie advised Council members that \$50,000 was budgeted for this position using the 7 days per week for 8 hours per day. We did not know at that time the difference in having one (1) deputy dedicated to the City and the alternative. To have one (1) officer dedicated for 8 hours per day, 5 days per week, plus 8 hours per day for the other 2 days is greater than the \$50,000 budgeted. The City could selectively have this officer scheduled for the two (2) optional days throughout the year to keep this amount under the \$50,000.00 or have a Budget Amendment to cover the additional costs.

There was further discussion concerning the four (4) hours suggested for Sunday by the Sheriff to provide law enforcement services.

***Motion by Council member Bridges to add this item to the July 8, 2006 Agenda, seconded by Council member Brown and approved unanimously by all Council Members present.***

After the vote Manager Bailie advised mayor Andrews and Council members that Attorney Wilhoit has looked at this agreement and asked Council if they would like any changes.

There was a brief discussion between Mr. Wilhoit and Council members concerning some small items such as the possibility of acquiring the patrol car at the end of the lease.

Mayor Andrews discussed her comparisons of this contract with a similar contract between Guilford County and the City of Jamestown as well as Alamance County and Green Level. They both have included in their contract that the price will not increase over 5% per year over a period of defined years and I believe that something like this should be included in our contract.

After discussion, it was the consensus of Council that Attorney Wilhoit review the contract and provide the necessary and recommended changes to Council. Manager Bailie advised Council that all changes would be highlighted and a list of revisions or a revised copy would be provided to Council.

#### **5. Agreement with Guil-Rand to Provide Fire Inspections**

***Motion by Council member Reddick to add this item to the July 18, 2006 Regular Meeting Agenda, seconded by Council member Bridges, and approved unanimously by all Council members present.***

#### **6. Annexation Fees**

Manager Bailie advised Council that a new draft of Petition for Annexation was located on page 13 and replaced the earlier draft that she had given to Council. This draft includes the following fees:

**Administrative Fee:** A fee of \$300.00 used to cover notification to property owners, and Public Hearing notices.

**Tax Value Fee:** This fee is comprised of the current tax value of the property or properties multiplied by .006. This fee represents ten (10) years worth of property taxes in the City. This would be eight (8) years of a .05 cent tax and 2 years of a .10 cent tax. This formula would represent then 10 years of property taxes to Trinity. If for some reason that Council does not agree to allow the voluntary annexation of the property this fee would be refunded. The \$300.00 Administrative Fee would not be refunded.

Page 13 is the check list that lists the items that need to be submitted with the Petition for Annexation, page 14 is the time line for the city to do a voluntary annexation.

After discussion between Manager Bailie and Council members regarding the fees that were proposed, ***Council member Bridges made a motion to add this item to the July 18, 2006 Regular Council Meeting, seconded by Council member Labonte and approved unanimously by all Council members present.***

#### **7. Budget Amendment for Sewer Phase 1 (no additional City funds)**

Manager Bailie discussed this amendment with Council and advised them no additional funds were needed for this amendment. This amendment is moving \$224,000.00 from Contingency and reallocating it to Construction.

Mr. McNeill advised Council that this amendment was based on the costs that Council had already approved for the various construction. This is all Grant monies and was established long ago. Council has already approved the change orders and this is just the accounting for that procedure.

***Motion by Council member Talbert, seconded by Council member Brown and was approved unanimously by all Council members present.***

#### **8. Change Order for Sewer Phase 1 (Sherwood Forest) in the amount of \$3,620**

Mr. McNeill advised Council this Change Order was for work that that was agreed upon during negotiations of easements and was not included in the bid packet. In addition to the easement that was granted by the private property owners we had to offer to improve the roadway and place the pipe in the road. We had already put money in the project to add additional stone on the road to make it a better road but had not planned to widen it out. This is a condition of an easement and is part of a grant project. I assume this will be Grant eligible.

***Motion by Council member Lambeth to add this item to the July 18, 2006 Regular Meeting Agenda, seconded by Council member Ewings and approved unanimously by all Council members present.***

#### **9. Change Order for Colonial Heights Sewer Project in the amount of \$14,635.**

Mr. McNeill advised Council that the designed plan shows a 3" water line along Pike Street Extension to the Pump Station Site with a meter at the end of the line. We had asked for a cost to install this live from Davidson Water some time ago. At this time Davidson Water decided they wanted this line to be ductile iron pipe because of the water pressure in this area. We asked a contractor to price 3" ductile iron pipe as well as 6" ductile iron. The 6" pipe is readily available and is cheaper than the 3" line which would have to be special ordered. Because we chose a 6" pipe you must install larger fittings and valves. This is what makes up the cost of \$14,635.00. One (1) item that does not show in the official change order that does show in the letter is since we are installing the 6" line we will not be installing 3" PVC line which had a value of \$8,700.00. By subtracting the two (2) numbers the net cost increase is \$5,935.00 to change this from a 3" PVC line to a 6" ductile iron line. If we had left the 3" PVC line Davidson Water would not have maintained but since we made the change they will maintain the line.

Mr. McNeill discussed the overall scope of this project and the items that would not be needed as well as the inclusion of this change order and advised Council that this project is expected to come in approximately \$50,000.00 under budget because of some of the deletion of various items not needed..

***Motion by Council member Talbert to add this item to the July 18, 2006 Regular Meeting Agenda, seconded by Council member Ewings, and approved unanimously by all Council members present.***

#### **10. Wastewater Projects Update (Randy McNeill, Davis-Martin-Powell & Assoc.)**

Mr. McNeill advised Council that he would provide a full report at the Regular Meeting. He discussed the meeting with Alan Hart, Rural Development and worked out a detailed schedule to get Phase 2 under construction. If we all get our portions finished we plan to bring the bid to you at your September Meeting for recommended approval of a contractor.

Mr. McNeill advised Council that Terry's Plumbing has made a good effort to complete this project. He will still have a few maintenance and warranty items to complete. He has made good efforts to stabilize everyone's yard at least once.

Mr. McNeill advised Council that Terry's had begun work on the Darr Road Project.

***Motion by Council member Lambeth to add this item to the July 18, 2006 Regular Meeting Agenda, seconded by Council member Talbert, and approved unanimously by all Council members present.***

Prior to continuation to the next item, Manager Bailie asked Council their desire to add Item 7 , Budget Amendment, and Items 8, and 9 (change orders), to the Consent Agenda.

***It was the consensus of Council that these items be added to the Consent Agenda of the July 18, 2006 Regular Meeting.***

#### **ITEM IV. Report from the Building Committee**

Council member Meredith discussed the meeting of the Building Committee and the conclusion reached on providing a meeting place for the City of Trinity. It was our decision to try and find a location that might be available in Trinity.

The short term solutions for using city owned property to solve the immediate need of a “permanent” meeting facility were limited. The cost of a new septic system is \$50,000.00 (which would be abandoned when sewer became available in 2012 (Phase 4). Mr. Meredith discussed persons that he had approached in an effort to locate a building or meeting place for the City. One of the buildings had 5,600 square feet at a cost of \$3,000.00 per month, and increasing to \$3,500 in the third (3<sup>rd</sup>) year. The other location is a building with 7,600 square feet with a small office space and 2 bathrooms at a cost of \$2,000 per month or if we would install the air condition, the rent would be adjusted to \$1,500 per month. We could rent this building for a cost of approximately \$18,000.00 per year. This could be paid for with the savings just on the septic system that would be needed at City Hall. The Committee decided to look at this building on Friday at 5:00 pm and would like to invite all Council members to come if they wished to do so to look at the building.

Manager Bailie discussed the summary handed out from a previous meeting held by this Committee in June. This committee met in June to look at short term and long term solutions with short term being just a meeting place. When we studied the numbers the cost of a septic system would be approximately \$50,000.00, cost of a parking lot would be \$100, 000.00 and the committee did not know where it should go on the City property. This gets into the master plan portion of this alternative option. The short term solution with all things considered was to buy or rent an existing facility. That is what Council member Meredith is proposing. This will be used for meetings only.

There was discussion among Council members concerning the space in these buildings, the number of bathrooms, and any septic issues that may need to be investigated.

#### **IV. Business from Mayor and Council**

##### **Business from Mayor Andrews**

###### **Appreciation**

Mayor Andrews thanked Council member Meredith for his efforts in locating a possible building that could be used for meetings.

###### **Trinity Night at the Hi-Toms Baseball Game**

Mayor Andrews asked if Council would be interested in having a Trinity Night at this baseball game on the 27<sup>th</sup> of July at 7:00 p.m.. The tickets are \$6.00 per person and includes one (1) hot dog and one (1) soda.

Mayor Andrews advised Council that if they were interested she would make contact with the appropriate person and open this to the citizens of Trinity. There will be no cost to the City to have this. I thought this might be a good idea to bring the community together.

##### **Business from City Council**

###### **Mendenhall Road**

Council member Bridges discussed the section of Mendenhall Road that had washed out. She asked that someone look at Red Fox Road at the end where the creek crosses. She discussed the debris located at this section where the two (2) pipes crossed.

Mr. Stumb advised Council member Bridges that he would report the debris to NCDOT and have them investigate this area.

###### **Safety Committee**

Council member Reddick discussed her conversations with Manager Bailie and the need for a Public Safety Committee. She advised Council that she had been to the library and looked up some things on this topic. She advised Council that if this was agreeable with Council she would like to continue. She discussed an accident earlier that involved a truck that turned over. It did not have hazardous materials but could have. I would like to continue working on this. She invited any Council that wished to work with her on this topic. Council member Ewings advised Council member Reddick that she would work with her on this project. Mayor Andrews advised Council that she had the names of two (2) citizens that would like to serve on this committee. One is a nurse and the other is a contractor. Council member Meredith discussed a citizen that lived in Trinity that was the Public Safety Director in another city and would be a good person to contact.

##### **Land Development Plan**

Council member Labonte discussed his recent visit to Homestead and his venture in looking at new construction in this area. These homes were stacked on top of each other. He discussed his conversation with a Council member that he met concerning the Land Use Development Plan. He advised me that the lucky persons in Florida build homes on ½ acre of land. This person stated that it was his goal to have a house on a ½ acre of land. He also discussed his visit to Old Town in Key west Florida.

**V. Business from City Manager**

Manager Bailie discussed the following items:

**Handouts**

Manager Bailie discussed the two (2) handouts that she had provided to Council. One is the **Focus on Livable Communities**. This went with the slide show that you saw at your last Council Meeting. The other is an article on Rural Suburbia.

**Thoroughfare Overlay Plan**

Manager Bailie advised Council that the Regularly Scheduled Council Meeting for next week (July 18, 2006) should last no longer than 15 minutes. She asked Council if they would be interested in having a workshop immediately following the Council meeting to discuss the Thoroughfare Overlay and Growth, Development and the High Cost of Sewer and how they are all related. We would talk about these issues that we are facing as far as the increase in costs for sewer and how we are going to pay for it as well as the growth and development that is a result of the sewer infrastructure that we have installed. We would end the meeting no later than 9:00 p.m.

After discussion between Council it was the consensus that Council have the workshop directly after the Council meeting and begin the workshop with the Thoroughfare Overlay discussion and if time permitted discuss the other items.

**VII. Adjournment**

With no other business to discuss, Mayor Andrews called for a motion to adjourn the July 11, 2006 Pre-Agenda Meeting at 4:48 p.m.

***Motion to adjourn the July 11, 2006 Pre-Agenda Meeting by Council member Ewings, seconded by Council member Talbert, and approved unanimously by all Council members present.***

***These minutes were approved by the Trinity City Council at their Regular Meeting on Tuesday, August 08, 2006 listed under the Consent Agenda upon motion by Council member Ewings to accept the Consent Agenda, seconded by Council member Talbert and approved unanimously by all Council members present.***

\_\_\_\_\_  
Fran Andrews, Mayor

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Date

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Debbie Hinson, City Clerk

\_\_\_\_\_  
Date